

# CITY OF NEWTON, MASSACHUSETTS

## PURCHASING DEPARTMENT

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September 3, 2010

### ADDENDUM #1

#### INVITATION FOR BID #11-10

#### PARKING VIOLATION PROCESS AND COLLECTION SERVICES

THIS ADDENDUM IS TO: **(1) CHANGE the Date for the Bid Opening to allow for additional information for Addendum #2 to be processed.**

**THE BID OPENING DATE IS NOW: SEPTEMBER 23, 2010 AT 10:30 a.m.**

**(2) In the Invitation for Bid, Section 1.5 Bidder Experience should read as follows:**

It should be recognized that parking violation processing is an extremely sensitive area of public contact for a municipality. The City wishes to perpetuate the Court's reputation for protecting the rights of individuals while at the same time supporting management approaches for developing a valuable revenue source. The City will not award a contract except to a responsible and responsive bidder that has documented successful experience in accordance with the following requirements and amounts:

- three years operating, for municipalities, an on-line parking ticket processing system substantially similar to the system out-lined in this Invitation For Bid; and
- three years operating an on-line parking ticket processing system substantially similar to the system for municipalities which issue at least 50,000 tickets annually; and for a minimum of three consecutive years; and
- **one year of experience** with Commonwealth of Massachusetts Registry of Motor Vehicles in implementing the automated marking and clearing procedures for license - registration non-renewal provisions of MGL Chapter 90 Section 20 A 1/2; and
- **one year of experience** with the Commonwealth of Massachusetts Registry of Motor Vehicles in performing automated name and address acquisitions; and
- three years experience with the Registry of Motor Vehicles in Florida, Connecticut, Maine, Rhode Island, New York, New Jersey, Pennsylvania and New Hampshire, in performing automated name and address acquisition; and
- one year experience in providing an on-line abandoned vehicle management system; and
- one year experience providing an on-line tow system; and
- three years with providing and maintaining handheld ticket writers.

Bidders must indicate for each reference the following: date services started, number of jurisdictions accounted for, number of tickets processed annually, dollar value of parking revenues for the last full fiscal year, responsible official, phone number, and available as a reference.

All other terms and conditions of this bid remain unchanged

**PLEASE ENSURE THAT YOU ACKNOWLEDGE THIS ADDENDUM ON YOUR BID FORM**

Thank you.



Rositha Durham

Interim Chief Procurement Officer